

MINUTES
ALTOONA CITY PLANNING COMMISSION
TUESDAY December 6, 2016

MEMBERS PRESENT

Bob Gutshall, Chairperson
Dave Albright
James Dixon
Sam Frye
Barbara Wiens Tuers

MEMBERS ABSENT

Randy Isenberg
Jennifer Mikolajczyk

PLANNING & COMMUNITY DEVELOPMENT STAFF PRESENT

Lee Slusser, Director Community Development
Nick Ardizzone, Property and Program Coordinator
Bette Fischer – Clerical Associate

GUESTS PRESENT

Brandon Wiltout – Dollar General
Ashley Weinman – Dollar General
Bill Kibler, Altoona Mirror

The Altoona City Planning Commission held its monthly meeting on December 6, 2016 at 3:00 P.M. in the Public Meeting Room, City Hall 1301 12th Street, Altoona. Bob Gutshall, Chairperson, called the meeting to order at 3:00 p.m.

ADMINISTRATIVE ITEMS

1. **Approval of meeting minutes of September 6, 2016.**
The meeting minutes November 1, 2016 were approved as read by a motion made by James Dixon and seconded by Dave Albright. Motion carried unanimously.
2. **Public Comment Period**
None at this time

SUBDIVISION AND LAND DEVELOPMENT ITEMS

Kreuz Storage - Mr. Slusser explained that we are still waiting for final plans. They did not arrive in time for this meeting, therefore review is being held for the January 1, 2017 meeting.

Dollar General -

Mr. Slusser presented the next review to consider for approval of a Land Development application to build a 7,500 sqft. Dollar General store with 20 parking spaces at the site

of the former Sheetz located at 1230 14th Avenue in Downtown. Mr. Slusser introduced Mr. Brandon Wiltrout and Ms. Ashley Weinman of Dollar General. Mr. Wiltrout explained the project, stating that the old building will be removed and a new 7500 sqft. building will be built, which meets universal retail store size. The parking lot will have a total of 20 spaces of 22ft size with the last one being 36ft which will allow for a bump out turn around. There will be no entrance from the 14th Avenue side. The sidewalks on 14th Avenue and 13th Street will be removed and replaced with ADA approved sidewalks. Street trees will be planted on both the 13th Street and 14th Avenue between the sidewalks. Truck loading will happen once a week, trucks will back into the paved area at the back of the store. A question was raised about the old stone wall that remains from the school that used to sit on the property. Mr. Wiltrout explained that the intention is to save this historical wall and try to find stone that will closely match if needed. Mr. Wiltrout also explained that they are still working on the Photometric Plan. Mr. Dixon asked about a "Certification of Clearance" for tank removal, since this site previously had gas tanks. Mr. Ardizzone said that a Certificate is on file. A conditional motion was made pending a lighting plan and storm water issues, if any arise, by James Dixon. The motion was seconded by Barabara Wiens-Tuers. Motion passed with one abstention.

3. **Staff Level Reviews** – Nick Ardizzone reviewed that staff has worked on the following staff level subdivision/land development reviews since the November 1, 2016 regular meeting.

1. Popeye's – Land Development – 309-319 E. Plank Road – Conditional Approval
2. Simington Plaza III – Land Development – 210 E. Plank Road – Under Review
3. Blair Orthopedics – Land Development – 3000 Fairway Drive – Conditional Approval
4. Wendy's - Land Development – 309 E. Plank Road – Conditional Approval
5. Jack & George's – Land Development – 2400 4th Avenue – Conditional Approval
6. Kreuz – Land Development – 1812-18 N 4th Avenue – Under Review
7. Dollar General – Land Development – 1320 14th Avenue – Under Review
8. Altoona Land Development, LLC – Subdivision – 400 E. Chestnut Avenue – Under Review- Pending Redevelopment Authority Transfer

URBAN DEVELOPMENT

4. Spot Blight Declaration

915 8th Avenue

Owner: George and Mary Updike (Deceased parents)
George Updike, Jr.
903 8th Avenue Apt. 6
Altoona, PA 16602

Property is vacant and in substandard condition not suitable for rehabilitation. Structure is in extremely poor condition due to fire. Owner has been issued a demolition notice on October 21, 2016 from Code Enforcement to have the property demolished by November 18, 2016. The owner has requested assistance from the City to demolish the structure. An information release form (income verification) has been given to the owner which he must provide proof of income. If the owner is income eligible, the City will demolish the structure under the 2009 International Property Maintenance Code, and place a lien on the property for the cost of demolition. Taxes are up to date and all utilities are off. Motion was made by Barabara Wiens-Tuers to declare the property blighted. Motion was seconded by James Dixon. Motion passed unanimously.

ORDINANCE DEVELOPMENT

5. Draft Animal Husbandry Zoning Regulations – Mr. Slusser presented a draft of proposed changes to the City's zoning (Chapter 800) that would regulate animal husbandry and livestock in the City. No such regulations currently exist. The Planning Commission can then review these regulations until the next meeting, at which we will discuss the draft. If the Commission wishes, we can further refine it or make a recommendation to Altoona City Council at or after that time.

INFORMATIONAL ITEMS

6. Planning Report

- a. Grantmanship activities (CDBG, HOME) – Lee Slusser reported that CDBG is in the process of doing a housing condition study.
- b. Shade Tree Commission Report – Have requests to trim trees on 14th Avenue
- c. Zoning Hearing Board Report – No report
- d. GAEDC Report – Christmas parade was held and considered to be a success. The Downtown Drug building will be demolished and a parking lot will be made. Working on a Downtown Concert Series for summer of 2017. Still discussing the possibility of hiring a Downtown Manager.

- e. Blair County Commission Report – James Dixon reported that the Commission is putting together a Six (6) county wide regional plan (Southern Alleghenies) to prepare a County Comprehensive Plan Hazard Litigation Plan to kick off in January.
 - 7. Commissioner's Forum – Mr. Slusser stated that Altoona City Council is not interested in a sidewalk ordinance regulating home owners and property owners to take on responsibility
 - 8. Questions from the Media and Public - None
 - 10. ADJOURN MEETING ADJOURNED AT 4:20 P.M.
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Signed: Sam Frye, Secretary